2021-2022 RULES AND GUIDELINES

Table of Contents

PROGRAM OVERVIEW 2
ELIGIBILITY 3
REGISTRATION TO PARTICIPATE AND APPLICATION FEES 4
TEACHER/DIRECTOR ROLES AND RESPONSIBILITIES 5
PHOTO/VIDEO RELEASE 6
RECOGNITITION OF PARTICIPATION 6
ADJUDICATION PROCESS 7
LEARNING OPPORTUNITIES AND OTHER RESOURCES 9
AWARDS – TYPES AND PROCESSES 10
ADJUDICATION-BASED AWARD DETERMINATIONS AND NOTIFICATION 11
TECHNICAL, CREATIVE AND BUSINESS AWARDS 12
COMMUNITY ENGAGEMENT AWARD 14
IMPACT AWARD 15
AWARDS SHOWCASE 16
APPENDIX A: 2021-2022 AWARDS CATEGORIES 19

As of October 21, 2021

PROGRAM OVERVIEW

The Iowa High School Musical Theater Awards, presented by EMC Insurance Companies, is an initiative of Des Moines Performing Arts that celebrates the extraordinary achievements of young musical theater artists. The program aims to create visibility and support for high school musical theater programs and to highlight the importance of arts education.

The program consists of four main components:

1. **LEARNING OPPORTUNITIES –**
   All schools, regardless of whether producing a musical in 2021-2022
   Participating schools receive access to exclusive learning opportunities offered throughout the year that are designed to help both students and directors advance their understanding of the craft. Workshops and master classes addressing performance, technical and creative topics are led by theater professionals from the state of Iowa as well as by Broadway industry experts.

2. **ADJUDICATION – Opt-in process for 2021-2022**
   Panels of community adjudicators comprised of performing arts educators and professionals review each participating school's musical production. Students and directors receive valuable constructive feedback that can be used to grow and strengthen their future work.

   Typically, every participating school participates in the adjudication process, but again in 2021-2022, we are giving schools as much flexibility as possible as they determine what is best for their community in response to evolving conditions caused by the COVID-19 pandemic. As such, submitting a musical for adjudication is optional for this school year.

3. **AWARDS AND RECOGNITIONS**
   Based on adjudication results, schools receive awards that honor their achievements in performance, technical and creative categories.

   The Iowa High School Musical Theater Awards is designed to be celebratory rather than competitive in nature. Any student or school at an outstanding level is recognized for their achievement. Multiple honorees may be named in each category as achievements merit.

4. **AWARDS SHOWCASE**
   The year culminates in a professionally produced Awards Showcase event held at the Des Moines Civic Center – Iowa's top destination for touring Broadway productions. The Awards Showcase is a full evening featuring excerpts from award-winning productions.

   In addition to being a celebration of student achievements, the Awards Showcase allows students to watch and learn from their musical theater peers, as well as to work directly with a guest choreographer and music director from New York City to rehearse several special medley performances for the Awards Showcase. (Please note: plans for the 2022 Awards Showcase may again shift in response to health and safety conditions.)

ELIGIBILITY

School Location
Eligible high schools must be located in the state of Iowa.

Production Dates *If participating in the adjudication process*
Musical productions must take place between October 1, 2021 and May 1, 2022.

Student Participation
If participating in the adjudication process, musical productions must be primarily cast with currently enrolled high school students.

Learning opportunities are intended for high school students in your school's drama program.

Type of Productions*
To be adjudicated, a musical production qualifies if it fits one of the following categories:

1. A published musical, operetta or revue that is currently held by a licensing house or is in the public domain.

2. An original piece which features an original script, music and/or lyrics and which is covered under a valid copyright.

3. An original theatrical compilation of musical/text material from other sources that is presented with the approval or permission of the original creators and their representatives. This excludes show choir, choral or vocal jazz arrangements.

*For 2021-2022, productions may be adjudicated virtually or in-person, as licensing permissions and health conditions warrant. For current safety guidelines and requirements for in-person adjudication, visit https://desmoinesperformingarts.org/ihsmta-directors/ .

REGISTRATION TO PARTICIPATE AND FEES

Registrations for the 2021-2022 Iowa High School Musical Theater Awards are accepted online through **September 21, 2021**.

There is no registration fee to participate in the general program this year – submitting a registration form on behalf of your school allows you and your students exclusive access to IHSMTA learning opportunities. Most learning opportunities will be offered free of charge, but some may have costs associated with participation.

In addition to learning opportunities access, schools may opt into the adjudication process which carries an $85 adjudication fee. Please be advised: **a finite number of schools will be accepted per production weekend and per adjudicator availability.** As such, schools are encouraged to:

1. **Register their musical for adjudication early.**
   (For peak show weekends, we will honor requests for adjudication on a first-come, first-serve basis.)

2. **Offer a virtual viewing option.**
   (While not required, schools that have the option of offering virtual viewing for adjudicators are the most likely to have an available panel of adjudicators. Based on 2020-2021 and informal polling of adjudicators for 2021-2022, we anticipate a significant percentage of the adjudicator pool may not yet be ready to return to adjudicating school productions in person. We will allocate adjudicator resources to the best of our availability.)

The adjudication fee is due no later than one week prior to opening night of your school's production.

Acceptable payment methods:

1. Checks should be made payable to Des Moines Performing Arts and sent to:
   Des Moines Performing Arts
   Attn: Iowa High School Musical Theater Awards
   221 Walnut Street
   Des Moines, Iowa 50309

2. The adjudication fee may also be paid by credit card over the phone by calling 515-246-2355.

   SCHOOL REGISTRATION FORM

If a school wishes to have more than one musical adjudicated (example: fall musical and spring musical), the second production carries an adjudication fee of $345 to cover the associated costs of a second adjudicator team.

Likewise, productions that double-cast and wish to have both casts reviewed, will be assessed an additional $345 for the secondary cast. Please see page 7 for full information regarding double-casting.

TEACHER/DIRECTOR ROLES AND RESPONSIBILITIES

Expectations for the teacher/director's role within the program are:

1. Maintain open and regular communication with Des Moines Performing Arts regarding program needs and participation.

2. Act as the primary liaison between Des Moines Performing Arts and the school community (faculty, students, parents, etc.). This includes but is not limited to:

    - Distribution of important updates and information related to the program
    - Filling out all applicable forms about your production for adjudication.
    - Coordinating learning opportunity registrations and participation.
    - Ensuring students receive support submitting materials for any additional award categories.

3. If participating in adjudication, provide Des Moines Performing Arts with digital production photographs **within 2 weeks** of your production for use at the final Awards Showcase and for promotional purposes.

    PRODUCTION PHOTO UPLOADER

    (As the program has grown, we have seen an upwards trend in school production photos being published or broadcast by media outlets such as the *Des Moines Register* in their promotion of the final Awards Showcase. Help us make sure your school is represented well by submitting as high quality of photos as possible.)

4. Coordinate school's participation in end-of-year programming, based on final parameters communicated in the spring. At this time, we anticipate this will likely include the following responsibilities:

    - Provide Des Moines Performing Arts with sheet music in a readable format from the production for use at the final Awards Showcase, when and if requested.
    - Schedule and coordinate rehearsals with students prior to the Awards Showcase, if performing.
    - If school is invited to perform at the Awards Showcase and accepts the invitation, attend the school's tech rehearsal currently scheduled for Wednesday, June 15, 2022 and Thursday, June 16, 2022.

      (The 2022 Awards Showcase is currently scheduled for Saturday, June 18, 2022. Please note: plans for the Awards Showcase may again shift in response to health and safety conditions.)

PHOTO/VIDEO RELEASE

During the course of the program, there may be times when Des Moines Performing Arts will photograph or video students, school staff, volunteers, and audience members. Please be aware that by participating in the program, teachers and students are giving full rights and permissions to Des Moines Performing Arts for the use of such video and photos. Please also be aware that Des Moines Performing Arts may use a school's name and students' names in press releases and other program communications. Please inform program staff in writing if an individual's name should not be published.

RECOGNITITION OF PARTICIPATION

Adjudicated productions are required to recognize their involvement in the Iowa High School Musical Theater Awards within their musical playbills or virtual materials.

1. **PRINTED PLAYBILLS**
   Schools printing playbills are asked to include a half-page graphic within their playbill, available online here: PDF version, jpeg version

   If your playbill format cannot accommodate, please contact program staff to explore alternatives.

2. **VIRTUAL MATERIALS**
   In offering a virtual viewing option, we encourage schools to use the following language on a landing page or opening credits:

   This production is being adjudicated as part of the Iowa High School Musical Theater Awards, presented by EMC Insurance Companies – a program of Des Moines Performing Arts which celebrates the extraordinary achievements of Iowa students in high school musical theater. For more information, visit DMPA.org/education. #IHSMTA

Des Moines Performing Arts encourages schools to further announce their participation in the Iowa High School Musical Theater Awards in school newspapers, newsletters and school or program websites. Des Moines Performing Arts will post promotional information on each participating high school musical on the Des Moines Performing Arts website and social media platforms.

ADJUDICATION PROCESS – Opt-in process for 2021-2022

Adjudicators
Adjudicators are qualified performing arts professionals and performing arts educators. All adjudicators go through program training on rubric scoring and feedback. Adjudicators are required to inform program staff if there is a conflict of interest with a participating school and will not be scheduled to review a show for which there is a conflict of interest.

Rubrics
Adjudicators use a set of standard rubrics to review each school's production. Directors receive a copy of the rubrics prior to the school's production. The rubrics are used to review each production on its own merit and are not used to compare one production against another.

Adjudication Standards and Evaluation Rubrics can be found online here:
https://desmoinesperformingarts.org/ihsmta-directors/

Adjudication Form
Two weeks prior to the production, directors are required to submit a completed Adjudication Form. This form gathers the information on cast, creative and technical roles, thereby helping adjudicators determine which awards a school is eligible to receive. This is also an opportunity for directors to communicate with adjudicators about the resources available to their school and any additional information they would like to share about their production.

ADJUDICATION FORM

*NOTE: Program staff will work with you prior to filling out the Adjudication Form to determine which students will be reviewed for their individual roles. The number of roles reviewed is limited to **eight**, and certain roles will be required to be reviewed.*

Double-Casting
Productions which double-cast (either completely or only certain roles) must communicate that information to program staff with enough lead time to make sure adjudicators are appropriately scheduled to review the performances by the designated/primary cast. **Any individual roles not seen by a full adjudicator team will be ineligible for award consideration**.

Fall shows must communicate double-casting schedules by October 1, 2021; spring shows must communicate double-casting schedules by February 1, 2021.

Contingent on adjudicator ability, schools may elect to have both casts adjudicated. If you desire to have both casts reviewed, please communicate that you wish to have both casts reviewed by the dates listed above so that a second adjudicator team can be assigned to your production. Please note that an additional $345 fee is assessed to review a second cast. A second cast is defined as a full second cast, partial second cast or one role with two students alternating performances.

Production Attendance
For 2021-2022, productions may be adjudicated by your assigned adjudicator team virtually, in-person, or a combination of the two within the format(s) your school is pursuing for audience members.

In-person attendance

COVID-19 SAFETY GUIDELINES
Safety is a top commitment of Des Moines Performing Arts. As such, the Iowa High School Musical Theater Awards has drafted **minimum health and safety requirements for participating schools and adjudicators to follow if they wish to participate in the in-person adjudication process.** Schools and adjudicators can find the most up-to-date information regarding adjudication health and safety guidelines on our website here: https://desmoinesperformingarts.org/ihsmta-directors/

ADJUDICATION PROCESS, cont.

Logistics
For in-person attendance, schools will provide complimentary tickets for adjudicators and program staff:

- Up to three adjudicators will attend each participating school's production.
- An adjudication steward will also likely be assigned to attend your production. Adjudication stewards are a subset of program staff and adjudicators who help ensure consistency across the Evaluation Rubrics. In some cases, one of the assigned adjudicators may also be an adjudicator steward; in other cases, a fourth adjudicator or a member of program staff will attend as the steward. (Schools will receive no more than three sets of adjudication feedback.)
- Each school must provide two complimentary tickets per adjudicator/steward (generally six to eight tickets total) on the performance date(s) for which adjudicators/stewards are available to attend.

Adjudicators and program staff may not all attend the same performance. Des Moines Performing Arts will communicate with each school director which performance(s) the adjudicators and staff members are attending one week prior to opening night of the production. In extenuating circumstances, occasional last-minute adjudicator schedule changes may be requested.

Tickets should be held at the box office for adjudicators to pick up the night of the performance. Tickets are to be held under "Iowa High School Musical Theater Awards" and not the name of the adjudicator. Adjudicator names will not be shared with the school in advance.

Adjudicator seating arrangements (in-person productions):

- *Reserved Seating*: Adjudicator seats should be on an aisle and placed inconspicuously as possible while still allowing for a strong viewing experience and meeting any applicable COVID-19 safety requirements (see link above). Adjudicators attending the same performance prefer their pairs of tickets be spaced throughout the auditorium and not right next to each other.

- *General Admission*: If you anticipate a full house, reserve seats for adjudicators using the same criteria as above and mark the seats simply "RESERVED". Please **do not indicate** on the signs that they are reserved for adjudicators or the Iowa High School Musical Theater Awards. Adjudicators attending the same performance prefer their reserved seats be spaced throughout the auditorium and not all right next to each other. If you anticipate ample open seating, adjudicators may select their own seats.

Virtual attendance
For schools offering a virtual audience experience in response to pandemic or other considerations, please communicate logistic details to access the virtual performance in advance of opening night (preferably 1-2 weeks prior to opening night). This will allow us to communicate all necessary details to any adjudicators viewing virtually so they can be fully prepared.

We acknowledge that adjudicating virtual performances is a new endeavor for all involved. As questions come up, please let us know so that we can work through them together. Please keep in mind that quality of video and sound will impact the level of details adjudicators will be able to assess in their responses. We are sympathetic to the challenges and the limitations that this viewing experience may pose.

ADJUDICATOR FEEDBACK
Adjudicator feedback will be emailed to the director following the performance. Directors are encouraged to use the adjudicator feedback and rubrics for reflection and future growth. Schools should anticipate receiving feedback within three weeks after the performance. (All efforts are made to turn around feedback sooner, but peak production weeks may necessitate more time for processing.) Directors are encouraged to consider sharing the adjudicator feedback with collaborators, administrators, and students as they feel is appropriate.

LEARNING OPPORTUNITIES AND OTHER RESOURCES

Participating schools will have access to various learning opportunities for students and theater educators throughout the year. (For the 2021-2022 school year, any school that has participated in the Iowa High School Musical Theater Awards previously but is not producing a musical this year is able to have access to these learning opportunities.) These learning opportunities include, but are not limited to, Broadway master classes, technical and performance workshops led by Iowa theater professionals, and opportunities for theater educators. Learning opportunities will be announced throughout the year as details are confirmed. Offerings may be a mix of virtual and in-person formats.

Most learning opportunities carry no additional fee, but select opportunities may carry an additional fee.

Examples of recent virtual learning opportunities include:

- Virtual dance master class with HAMILTON's Tia Altinay
- Q&A with Tony Award-winner Nikki M James
- Creating Light Plots in Vectorworks with lighting designer Michael Klaers

Examples of semi-recent in-person learning opportunities include:

- Stage Management workshop with professional stage manager Janet Albanese
- Tech Intensive for students and directors focused on three tracks: stage management, lighting and scenic design
- Directors Retreat focused on sharing best practices, answering burning questions, and relevant workshop topics, including the opportunity to receive license renewal credit
- Costuming look-in event with the National Tour of DISNEY'S ALADDIN

Other Resources

Ticket Exchange

Participating schools are invited to participate in a Ticket Exchange program. The ticket exchange encourages students and educators to see other productions and to lend support to the endeavors of their peers. All directors who indicate interest in participating in the ticket exchange on their application will receive a list of other participating schools' production dates and contact information by mid-October via email. The number of tickets to be exchanged between schools will be determined by the teachers and schools involved. Reservations will be made between schools and **not** through the Des Moines Performing Arts education department.

Director Peer Review

Participating schools are invited to participate in the Director Peer Review program — a pathway for schools to invite another school director to attend a rehearsal in order to give feedback. Visiting directors serve as another set of eyes to affirm what is working, make suggestions for improvement, etc. Feedback may be given to just the production director or include students and members of the production team.

Directors willing to give feedback to other school productions will be listed in a directory provided to all participating schools. Requests for a peer review, scheduling and other details will be worked out between the participating directors and **not** through Iowa High School Musical Theater Awards staff.

AWARDS – TYPES AND PROCESSES

A complete listing of award categories may be found in Appendix A.

Awards Based Solely On Adjudication
The majority of awards given through the Iowa High School Musical Theater Awards are based solely on adjudicator scores, comments and nominations. No additional submission materials are needed to be considered for the following awards:

- Outstanding Musical Production
- Outstanding Overall Performance
- Outstanding Overall Technical and Creative Achievement
- Distinguished Scene
- Outstanding Ensemble
- Outstanding Student Orchestra
- Outstanding Performance in a Principal Role
- Outstanding Performance by a Featured Dancer

See page 11 for an overview of the system used for determining awards and honors through the adjudication process.

Awards with Additional Components
There are several award categories that require additional submission materials and evaluation for consideration. Additional submission materials are needed to be considered for the following awards:

- Outstanding Achievement in a Technical, Creative or Business Role
- Outstanding Community Engagement
- Impact Award

Please see pages 12-15 for specific details and processes for these categories with additional application components.

ADJUDICATION-BASED AWARD DETERMINATIONS AND NOTIFICATION

For each category under consideration for an award, each adjudicator takes part in a two-step process after seeing a production:

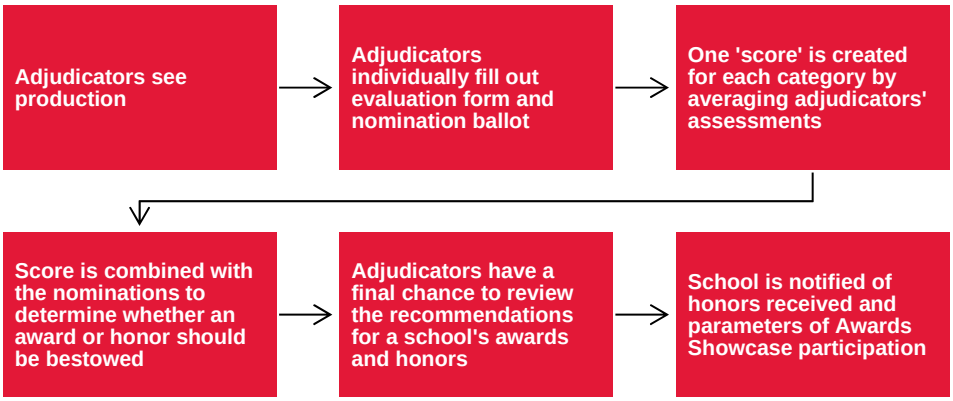
1. Adjudicators individually fill out an **evaluation form** using the scoring rubric. (The combined evaluation forms are shared back with the directors and schools shortly after the production closes with the goal of providing feedback.)

2. Adjudicators also individually fill out a **nomination ballot**, which is seen only by Iowa High School Musical Theater Awards staff.

Program staff then combine the evaluation forms and nomination ballots to determine the awards and recognitions to bestow. First, the evaluation forms are used to **assign a score to each category or individual student performance**. This is done by averaging the adjudicators' assessments utilizing the scoring rubric. The score is then combined with the **number of nominations** received to determine if an award or recognition should be bestowed.

As the last step of the process, adjudicators have the chance to do a **final review** of the honors a school will receive. Recommendations for the cumulative awards and recognitions that a school should receive are shared based on the scores and nominations. Adjudicators affirm the recommendations. If adjudicators are in disagreement with a recommendation, particularly if an award or recognition is on the "bubble" of being recognized or not, adjudicators may override the initial recommendation.

AWARD DETERMINATION PROCESS



Notifications of awards received will be sent to school directors on a rolling basis, based on timing of productions.

Multiple schools and individual students may be recognized for outstanding achievement within the same category as scores and nominations warrant.

TECHNICAL, CREATIVE AND BUSINESS AWARDS

As noted, there are some award categories that require additional components outside of adjudication. This includes Technical, Creative and Business Awards.

Technical, Creative and Business Awards for specific areas are given for individual and team contributions by students. To evaluate the specific contributions made by students, these areas utilize a **student-created** portfolio in addition to production feedback.

Areas
Students whose work or contributions fit in any of the following areas may submit a digital portfolio to be considered for a technical or creative achievement award:

Creative Roles (primarily design or direction focused)	Technical Roles (primarily execution focused)	Business Roles (primarily administrative focused)
➢ Direction ➢ Music Direction ➢ Lighting Design ➢ Sound Design ➢ Scenic Design ➢ Props Design ➢ Costume Design ➢ Hair/Makeup Design ➢ Choreography ➢ Dramaturgy ➢ Other applicable aspect of the production not listed	➢ Stage Management ➢ Technical Direction ➢ Backstage Crew (props, set, costume construction or maintenance, hair/makeup, etc.) ➢ Board Operations (Lights, Sound, etc.) ➢ Video Production (used as part of the show) ➢ Other applicable aspect of the production not listed	➢ Marketing and Publicity ➢ Video Production (used for promotion) ➢ Front of House Management (event management, ushers, box office, etc.) ➢ Playbill/Program Design ➢ Other applicable aspect of the production not listed

Please note: Students serving in assistant capacities may also be considered.

Steps to Be Considered
There are two components to be considered for a technical, creative or business award.

Step One: Submit a Portfolio
Applying students will submit a self-created, digital portfolio in support of their work on the production. Portfolio deadlines are on a rolling basis based on production dates. Those deadlines are as follows:

- October through November productions – Portfolios due by Nov. 30, 2021 at 4 PM
- December through March productions – Portfolios due by March 31, 2022 at 4 PM
- April and May productions – Portfolios due by May 2, 2022 at 4 PM

Portfolio Requirements:

1. **1-2 page personal essay** about the student's experience with the production. (Potential topics include vision or goal for your role, how it fits within the goals for the overall production, what worked well and challenges, any learnings.)

2. **Supplemental artifacts** that demonstrate the student's work on the production. Possible artifacts include scans of renderings, sketches, prompt book, crew or shift lists, lighting plots, videos and photos. Multiple artifacts are encouraged.

   Create Word or PDF document that includes your digital artifacts. Include your name, school and production title in the top left of each artifact document.

TECHNICAL, CREATIVE AND BUSINESS AWARDS, cont.

Supplemental Artifacts, cont.
If using video as a supplemental artifact, please upload to Vimeo or Youtube and include the link in each artifact document. If the video is longer than five minutes, indicate the start time; the panelists will only review up to five minutes per artifact.

Step Two: Interview with Adjudicator Panel
A brief virtual interview will be scheduled between a panel of adjudicators and the student after the portfolio is received. This is an opportunity for the adjudicators to ask clarifying questions after reviewing the portfolio and for the applicant to provide additional insight into their process.

Interviews are scheduled on a rolling basis based on production dates. Interview dates are as follows:

- September through November productions – Interviews scheduled December 8-9, 2021
- December through March productions – Interviews scheduled April 6, 2022
- April and May productions – Interviews scheduled May 4-5, 2022

Adjudicators will be asked to review the applicant's portfolio and phone interview based on a rubric.

TECHNICAL, CREATIVE AND BUSINESS RUBRICS (note that rubrics are periodically updated)

NOTE: There is no additional fee to be considered for a Technical, Creative or Business award.

Application Process
All portfolios must be submitted digitally.

1. Fill out the online PORTFOLIO SUBMISSION FORM

2. As part of the form, you will be required to upload an electronic version of your personal essay and your artifact document(s).

3. As part of the form, you will also indicate your availability for your virtual interview with the adjudicator panel. Assigned interview times will be communicated to students shortly after the portfolio submission deadline.

A special 2-page Application Overview written with students in mind is available at the following link. You may find this helpful for sharing with qualifying students when encouraging them to apply.

APPLICATION OVERVIEW

NOTE: There is no additional fee to be considered for a Technical, Creative or Business Achievement Award.

COMMUNITY ENGAGEMENT AWARD

As noted, there are some award categories that require additional components outside of adjudication. This includes Community Engagement Awards.

Scope
Theater has the power to move, enlighten and to promote change. The Community Engagement Award is presented to schools that utilizes their production and its theme/message in a meaningful way to make a difference within the community. This award challenges schools to use their musical productions to creatively make connections, fill a need, resolve conflict, provide services or engage their community in other unique ways.

Community Engagement projects typically meet one or more of the following goals:

- Create awareness about a related issue or cause
- Raise funds or supplies for a related issue or cause
- Remove participation barriers for those who traditionally do not have access to live arts

When designing a community engagement project, schools are encouraged to think about the following questions: Was the musical chosen to coincide with a social, political, economic or community initiative? Is there contextual information you are providing to your audience in innovative ways such as post-show discussions, lobby displays or innovative programs with partner organizations who are experts on the topic? How has positive change or learning come about as a direct result of working with the community? What will the impact of this production be after the show has closed?

Past Examples of Community Engagement Projects by Participating Schools:

- LITTLE SHOP OF HORRORS features a plant whose hunger cannot be satisfied. Sioux City North's production members sold show-related Venus Flytraps to raise funds to support a community garden and foodbank, bringing awareness to the work needed to ensure that no family in their community remains hungry.

- SHREK! THE MUSICAL centers around the idea that what makes us special, or different, is also what makes us strong. Through bake sale proceeds, Centerville's production purchased and then donated sets of children's books which celebrate diversity to several area libraries for children to enjoy.

- The cast from Waukee High School's RODGERS & HAMMERSTEIN'S CINDERELLA presented a sensory-friendly performance for audience members with a variety of special needs and sensory sensitivities. From reduced lighting intensity, lower sound volumes, to limited pit music, students made sure everyone was treated to a royal theater experience.

Application
To be considered, submit an online Community Engagement Award Application. Application deadlines are on a rolling basis based on production dates. Those deadlines are as follows:

- September through November productions – Applications due by Nov. 30, 2021 at 4 PM
- December through March productions – Applications due by March 31, 2022 at 4 PM
- April and May productions – Applications due by May 2, 2022 at 4 PM

The application consists of a 1-2 page summary of your project and any supplementary materials that demonstrate its implementation. (A minimum of two photos of the project is required.) In your summary, please clearly articulate the project's goal, any partners and how it relates to the specific themes or messages of the show you produced.

COMMUNITY ENGAGEMENT AWARD APPLICATION

NOTE: There is no additional fee to be considered for a Community Engagement Award.

IMPACT AWARD

As noted, there are some award categories that require additional components outside of adjudication. This includes Impact Awards.

Scope
While the primary focus of the Iowa High School Musical Theater Awards is to celebrate student achievements, adults also make tremendous contributions to school drama programs and make a lasting impact on students.

The Impact Award is a student-nominated award presented to adults who lead and/or support their school's productions. This award provides an avenue to recognize educators, staff, or community members, such as parent volunteers, who go above and beyond to support the high school musical experience.

Past recipients include tenured directors, dedicated custodial staff, faithful production team members, and super volunteers. Encourage students to think widely about adults whose depth of impact may or may not be seen by the average audience member.

Nomination Process
To be considered, a current student or group of students must complete the nomination process online. If submitting a nomination as a group of students, please identify one student to serve as the primary contact for the nomination. All nominations must be completed and received by March 31, 2022 at 4 pm.

The nomination process consists of the following components:

1. 1-2 page essay written by the nominating student describing how the nominee goes above and beyond to make a positive impact on students' experience in their high school musical.
2. Written testimonials from three to six individuals who have worked directly with the nominee on one or more school musical production(s). Testimonials may come from, but are not limited to:
    - Current high school students
    - Alumni of the school's drama program
    - Production Staff (Director, Music Director, Choreographer, Costumer, etc.)
    - Other adults that work on productions with the nominee (school employees and community members are acceptable)
    - School Administrators
    - Parents

    Each testimonial should be no more than 300 words.

Nominations should be submitted online: IMPACT AWARD NOMINATION FORM

(Please note, the nomination form asks for the nominee's years of service at the school, the nominee's role in the school musical, and whether they are a school staff member, a contracted adult or a volunteer.)

NOTE: There is no additional fee to nominate someone for an Impact Award.

AWARDS SHOWCASE – SATURDAY, JUNE 18, 2022

One of the goals of the Iowa High School Musical Theater Awards is to provide as many students as possible with the experience of performing on the Des Moines Civic Center stage. In addition to having the opportunity to perform, this allows students from across schools to be inspired by the work of their peers that they may not otherwise have a chance to experience.

Types of Participation - There are several pathways for participation in the Awards Showcase:

1. **Inter-School Medleys (Featuring student representatives from all schools)**
   All schools will be invited to select student representatives to participate in an inter-school medley. Students who perform in the inter-school medleys will work with the Awards Showcase choreographer and music director, who are typically guest Broadway artists from New York City, as well as have the opportunity to build connections with students from other schools.

   Directors will receive information by mid-spring about the parameters of this year's inter-school medleys, including how students qualify to participate. Based on the parameters given, directors will be asked to confirm which of their students will participate in each inter-school medley in advance of the Awards Showcase week.

2. **Production Excerpt Performances**
   Some schools will be invited to showcase an excerpt from their school's musical production. Production Excerpt Performance invitation parameters will be determined closer to the 2022 Awards Showcase. Performance parameters will be sent out with performance invitations. In addition to performance excerpts, productions will also be highlighted in videos throughout the event.

   See note about eligibility for Production Excerpt invitations on page 17.

3. **Specialty Student Tracks:**
   In addition, there are three additional specialty tracks for students based on additional application or qualification.

   A. Triple Threat Program Track*
   Select students will be invited to participate in the Triple Threat Program track – an advanced skills track for student recipients of the Outstanding Achievement in a Principal Role award. See note about considerations for this year's Triple Threat Program Track components on page 17.**

   B. Assistant Stage Manager Track
   A limited number of students will have the opportunity to serve as Assistant Stage Managers for the Awards Showcase rehearsals and events. Students will work directly with professional stage manager Janet Albanese to assist in executing the Awards Showcase event. Details on eligibility requirements and the application process will be provided to directors in early spring.

   C. **Technical, Creative and Business Award Gallery**
   Individuals/teams of students who receive an outstanding achievement award for a technical, creative or business initiative will be invited to create a display showcasing their work that will be exhibited in a lobby gallery the evening of the Awards Showcase.

AWARDS SHOWCASE, CONT.

Additional Notes on Types of Participation

Production Excerpt Performances

Eligibility
Eligibility to perform an excerpt from your school's production at the Awards Showcase is also contingent on IHSMTA being able to secure the needed performance rights. Most productions in the past have been approved with little problem. In the event rights cannot be secured, IHSMTA regrets that it may have to revoke a school's invitation to perform an excerpt from their production.

Please note: Excerpts from GREASE are no longer be eligible for Awards Showcase inclusion due to rights considerations. Schools producing GREASE may still be adjudicated and receive awards; they just will not be considered for an excerpt feature at the showcase.

Music
Excerpt performances will be accompanied by the Awards Showcase band, made up of musicians provided by Des Moines Performing Arts.

If invited to perform an excerpt from your production, directors will be asked to submit copies of music for their school's performance. **As such, please keep all copies of production music after your production closes** (specifically the piano/conductor score, percussion, bass, guitar, cello and violin parts). Des Moines Performing Arts will work with licensing houses to attain extensions on music and will send you a copy of this permission for your records once secured.

All submitted music should be clear and readable. This includes all cuts and transitions being clearly marked in all scores/parts submitted. In addition, please ensure that your cuts adhere to the time guidelines set forth in your performance invitation.

Wardrobe
No costumes from the production will be worn during the Awards Showcase event. Performers will wear all black per full guidelines communicated in the spring.

Sets
No sets from school productions will be used during the Awards Showcase event. Schools may elect to utilize basic boxes, stair units or similar elements to create levels or visual interest. Units must be black and portable enough for students to move them on and off stage quickly. Directors should communicate what, if any, units they will be using in advance to make arrangements for loading in and storing the units.

Triple Threat Program Track Components

Specific details of what the Triple Threat Program track will include in 2021-2022 are still being determined. At minimum, students will have the opportunity to receive at least one private coaching session with a theater professional and to work with the guest music director and choreographer to prepare a medley for the Awards Showcase with equally skilled peers.

Please note: In past years, two students from this track have received the Triple Threat Award and represented Iowa at the National High School Musical Theatre Awards (NHSMTA) in New York City. We are still awaiting information on the shape/dates of the 2022 NHSMTA program and will not make a decision about whether we will participate as a regional program until more information is known. Additional program components, such as auditions for NHSMTA or new program components, such as scholarship opportunities, may be layered into the Triple Threat Program track once we have a fuller picture.

AWARDS SHOWCASE, CONT.

Advance Preparation and Rehearsals
Each school performing an excerpt from their production – either a solo or ensemble excerpt – must attend one tech rehearsal in the days prior to the Awards Showcase. The tech rehearsal will include an orientation period, a chance for school director(s) to finesse spacing on the Civic Center stage, a run through of the number with the Awards Showcase band, and mic check for soloists. Students should arrive fully knowing their music and blocking so that the tech rehearsal can be used for final tweaks. This year's tech rehearsals will be held on **Wednesday, June 15** or **Thursday, June 16, 2022**.

Music for the inter-school medleys will be provided to school directors to distribute to their participating students in May. Each inter-school medley will have two or more group rehearsals between Monday, June 13, 2022 and Saturday, June 18, 2022. Full attendance at the group rehearsals is mandatory to perform in an inter-school medley.

Students in inter-school medleys are expected to learn and memorize their music in advance of their first group rehearsal, as rehearsals will be focused on learning choreography, assigning any solos, and stylization. It is up to each school director's discretion on whether assistance from the school will be offered in preparing for the inter-school medleys or whether participating students should prepare themselves independently.

(See HERE for a sample draft of this year's Awards Showcase activity schedule.)

Tickets to the Awards Showcase
On-sale information and additional ticketing information will be provided to all directors once available to share with their students and school community. Tickets typically go on-sale in mid-May after all performance invitations have been issued.

APPENDIX A:
2021-2022 AWARDS CATEGORIES

PRODUCTION AWARDS

Outstanding Musical Production
Takes into consideration all performance, technical and creative elements

Outstanding Overall Performance
Takes into consideration all performance elements

Outstanding Overall Technical and Creative Achievement
Takes into consideration all technical and creative elements

Distinguished Scene

Outstanding Ensemble

Outstanding Student

Orchestra

Community Engagement
Awarded to schools that create and implement activities or events that engage their local community with their high school's production and its theme or message.

INDIVIDUAL/TEAM STUDENT AWARDS

Outstanding Performance in a Principal Role

Outstanding Performance by a Featured Dancer

Outstanding Technical, Creative and Business Achievement*
Includes Stage Management, Technical Direction, Backstage Crew (props, set, costumes, hair/makeup, etc.), Board Operations, Master Carpenter, Video Production (used as part of the show), Direction, Music Direction, Lighting Design, Sound Design, Set Design, Props Design, Costume Design, Hair/Makeup Design, Choreography, Dramaturgy, Marketing and Publicity, Video Production (used for promotion), Front of House Management (event management, ushers, box office, etc.) or other applicable aspect of the production not listed.

**Awarded to schools where students serve in these roles and those students completed the portfolio submission process to be considered.*

OTHER AWARDS

Impact Award
Given to adults, based on student nomination

Note: Triple Threat Award TBD – see page 17 for more information